

D/Map

Chief, Administrative Staff, CIA

45 JUN 1979

Deputy Assistant Director for Reports and Estimates

Service extended D/Ma while in [REDACTED]

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25X1A6A

1. The Chief of Map Division has brought to our attention the courteous and efficient service received while that division occupied space in [REDACTED]. The specific comments on the pleasant working relations they had are listed below.

a. The space assigned the Branch was very adaptable to the functional breakdown of the Unit.

b. The care given the area by the service personnel of [REDACTED] was excellent; cleaning was prompt and efficient.

c. The building guards [REDACTED] were courteous and very cooperative at all times. They were well informed concerning the special regulations in regard to planned overtime in the building and cooperated wholeheartedly in regard to the special keys.

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d. Special mention should be made in regard to the service personnel who serviced the air-conditioners, repaired electrical fixtures, serviced the light-tables and completed the numerous tasks requested of them. They were very prompt in completing requests and handled themselves in a very courteous and cooperative manner.

e. The relations with [REDACTED] were pleasant and cooperative.

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2. These comments are forwarded for your information to serve as the basis of a letter [REDACTED] should your Office deem a commendation or expression of appreciation appropriate.

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(S)
[REDACTED]
Captain, USN

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S/Ad/ORE: [REDACTED]/gh

Distribution:

Personnel Div.

DAD/ORE

S/Ad/ORE

D/Ma

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NO CHANGE IN CLASS. ☐

DECLASSIFIED

CLASS. CHANGED TO: TS S C

NEXT REVIEW DATE: *5-1-79*

AUTH: HP

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